

**Henry P. Roybal**  
Commissioner, District 1

**Anna Hansen**  
Commissioner, District 2

**Rudy N. Garcia**  
Commissioner, District 3



**Anna T. Hamilton**  
Commissioner, District 4

**Ed Moreno**  
Commissioner, District 5

**Katherine Miller**  
County Manager

## MEMORANDUM

**DATE:** *March 11, 2019*

**TO:** *Board of County Commissioners*

**VIA:** *Katherine Miller, County Manager*

**FROM:** *Michael Kelley, Public Works Department Director* *Rm for 3-13-19*

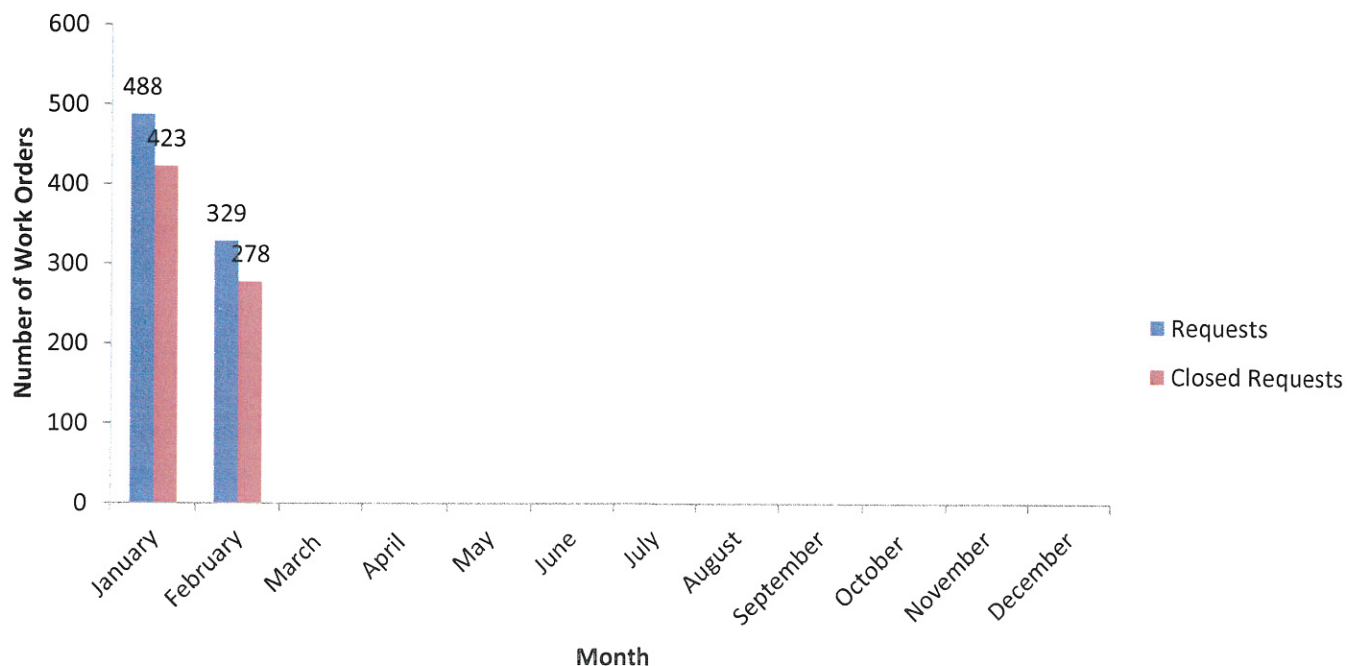
**ITEM AND ISSUE:** *BCC Meeting March 26, 2019*  
*Public Works Monthly Report for February 2019*

### DISCUSSION:

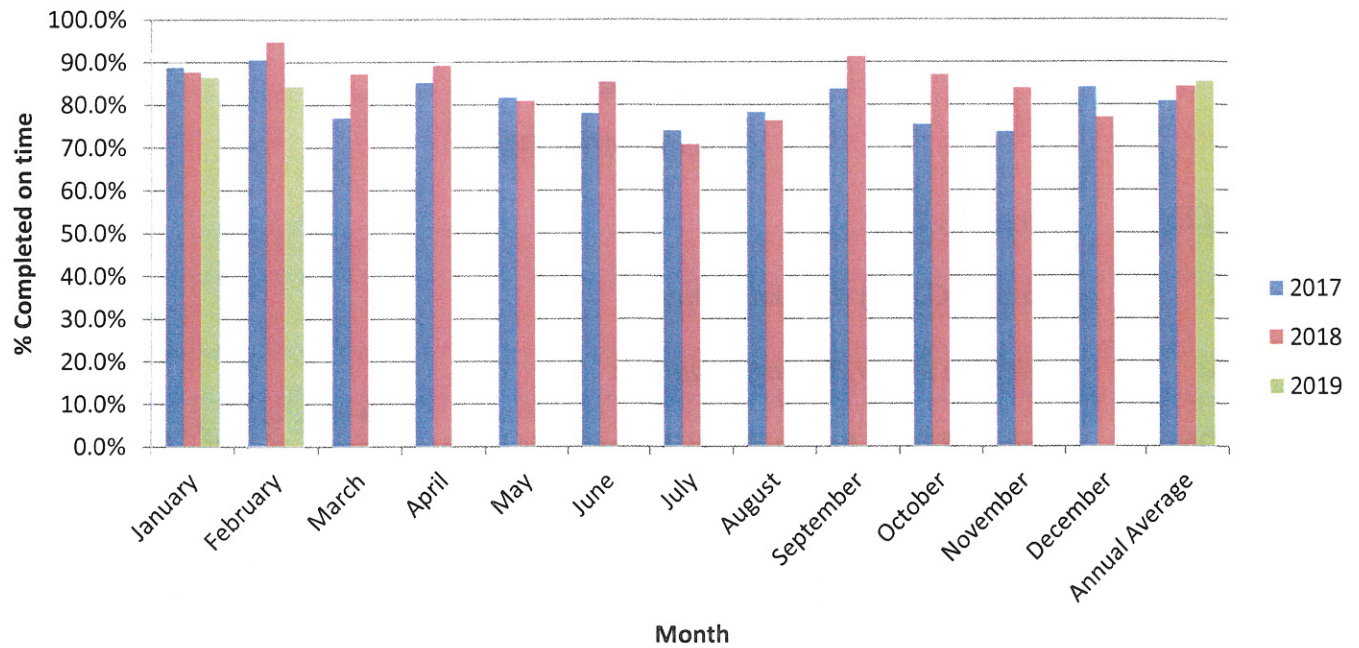
#### Operations and Maintenance:

Charts 1 and 2 below show our monthly work order volume. A more detailed break-out can be seen in Table 1, attached.

**Chart 1: Monthly Work Order Completions**

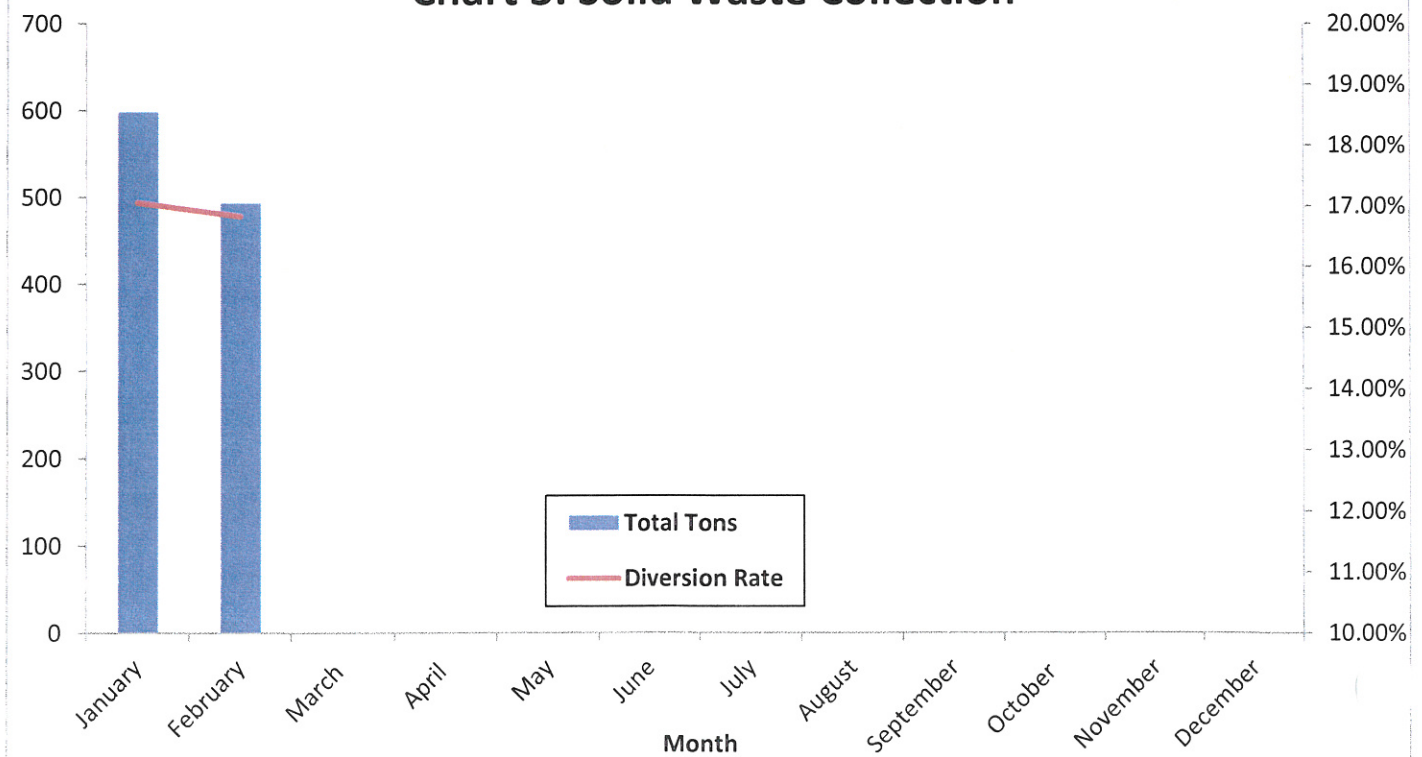


## Chart 2: Year-to-year Work Order Completion Rates



**Solid Waste:** The County average diversion rate was 12.92% in 2018. The month of February diversion rate was 16.83%, bringing the year-to-date average to 16.94%. See chart below.

## Chart 3: Solid Waste Collection



Solid waste permits sales are shown below.

Permit Type	Number of Solid Waste Permits Sold	
	Feb 19	CY19
1-trip	11	19
3-trip	14	26
6-trip	27	64
6-trip/senior	32	54
6-trip/low income	3	7
6-trip/veteran	3	9
12-trip	53	114
12-trip/senior	69	128
12-trip/low income	4	15
12-trip/veteran	12	23
Bag tags	129	212

- The **Santa Fe Solid Waste Management Agency Board** did not meet in February 2019. Next meeting is scheduled for March 21, 2019.

#### **Sustainability Division:**

- **4th FixIt Clinic held at Make Santa Fe February 2, 2019:**
  - Number of items brought: 83 (up 43% from last event)
  - Number of items fixed: 38 (56% success rate)
  - Number of volunteers: 23 (donating over 92 hours)
- **The County first electric vehicle (EV), a 2019 Nissan Leaf, has been acquired:**
  - Horsepower: 147
  - Range: 150 miles
  - MPG equivalent: 124
  - Battery: 40-kWh
  - Price: \$31,490
  - Life cycle cost: 21% less than a comparable conventional vehicle
- **Employee 3P (=People, Planet, Prosperity) Challenge:**
  - Number of employee participants: 80
  - Number of photos submitted: 38 (and more coming)
  - Prizes received by all participants: steel water bottle, LED light bulb, bamboo utensils
  - Prizes won by high scorers: solar battery charger, reusable lunch containers, reusable produce bags, etc
- **Commuting Bus Tail Advertisement:**

Transportation accounts for 50% of our community's greenhouse gas emissions. Consider alternatives to your SOV (single occupied vehicle) trip:

- The Blue Bus goes everywhere in the County from Edgewood to Espanola, and even as far as Farmington
- The NMDOT Park and Ride connects multiple cities, including Los Alamos, Pojoaque, Espanola, Las Vegas, Edgewood, and Belen
- Santa Fe Trails bus has multiple routes within the City
- Bike Santa Fe can help you get started with bicycle commuting
- NM Vanpools helps a group of people set up a low-cost ride share
- Santa Fe Bikeways has bike-friendly maps

- **Solarize Santa Fe Media Blitz:**

In the next few months, Sustainability is bolstering our “solarize Santa Fe” ad campaign, driven by the fact that the 30% federal tax credit is slated to be reduced after December 2019.

Over the next few months, Sustainability is placing ads in:

- The Edgewood Independent
- Green Fire Times
- Albuquerque Journal North
- Santa Fe New Mexican

The ads encourage community members to get technical assistance from Ashley Zappe, Sustainability Specialist, before reaching out to their local solar system installer.

#### Utilities Division:

- County Aamodt staff has been meeting with all of the parties and the design engineers from both CDM Smith and the Bureau of Reclamation Technical Service Center to evaluate cost savings concepts developed by Reclamation. Meetings are ongoing on the cost savings concepts for a revised engineering design, the Operating Agreement, and the 611(g) agreement. Reclamation is working to develop the 611(g) agreement and the revised engineering design by late spring so that limited construction may begin in early summer.
- Santa Fe County Water Reclamation Facility Design/Build kickoff meeting occurred and Design/Build is underway. Permitting of the new facility is well underway.
- The BCC approved purchase of water rights from the Adela G. Padilla Revocable Trust and SFCU is being executed.
- SFCU reviewing final draft of the Water and Wastewater Master Plan presentation material.
- SFCU met with New Mexico Environment Department (NMED) to coordinate Quill wastewater treatment plant legacy sludge processing and removal efforts. Biosolids Management Plan has been drafted and was submitted for review and judged to be acceptable by NMED. Waiting for PO to be processed to fund the submittal of the sludge disposal plan.
- Filed an application with the State Engineer to transfer water rights to a well for the Pojoaque Basin Regional Recreation Complex.
- Staff attended the **Buckman Direct Diversion Board Meeting** that was called to order at 4:00pm, February 7, 2019. The following Board Members were in attendance for the meeting: Councilor Peter Ives, Commissioner Anna Hamilton, Denise Fort - Citizen Member, Councilor JoAnne Vigil Coppler - City alternate, Commissioner Anna Hansen.



Tom Egelhoff [non-voting]. Ginny Selvin - Las Campanas alternate. Board Members  
Excused: Councilor Michael Harris.

Several items were presented to the board at the meeting. These items include the following:

- » Report on the February 5, 2019 Fiscal Services Audit Committee
- » Presentation of the BDD Project Annual Financial Report for fiscal year ended June, 30, 2018
- » Monthly update given on BDD Operations
- » Presentation on Los Alamos National Lab Cleanup Efforts
- » Report on 2<sup>nd</sup> Quarter Financial Position for Fiscal Year 2018/2019
- » Report from BDD Facilities Manager
- » Consideration and possible action on Resolution 2019-1, determining reasonable notice for public meetings of the BDD Board. The motion passed by unanimous by voice vote.
- » Request for Information and for BDD Board recommendation to Santa Fe County Board of County Commissioners and City of Santa Fe's City Council to Approve the Fiscal Year 2020 BDD Operating Budget and Other Fund Contributions.

Presentation of the proposed Fiscal Year 2020 BDD Operating Budget

Presentation of the proposed Fiscal Year 2020 Fund Contributions

- » Consideration and possible action on BDD Board Rio Grande Water Quality Special Study Session of November 29, 2018. The motion passed by unanimous by voice vote.
- » During Matters From The Public, Ms. Joni Arends spoke to the Board with concerns related to monitoring station 109.9 being off line.
- » During Matters From the Board, Commissioner Anna Hansen asked questions related to the BDD Board elections and raised concerns about monitoring station 109.9.
- » The BDD Board Meeting at approximately 6:00p.m.

### **Project Delivery Division:**

#### *Utility Projects:*

- **Vista Aurora Subdivision Sewer Line Upgrade – Construction Phase:** The Preconstruction Conference was held on March 8, 2019 with Gandy Dancer LLC. Construction Field Start is projected for March 25, 2019.
- **Santa Fe County Water Reclamation Facility– Design Build Phase:** Design Build Kickoff Meeting with Integrated Water Services was held on February 27, 2019.
- **Village of Agua Fria Waste Water Projects - Design Phase:** Design Kickoff Meeting was held on March 1, 2019 with Bohannon Huston.
- **Antonio Lane Sewer Upgrade – Design Phase:** Easement acquisition in process. County staff has accepted 60% design drawings from Morris Surveying & Engineering.
- **Canoncito Regional Water Phase II – Planning Phase:** The Engineering Services for this project are being combined with the Canoncito Eldorado Waterline Project.
- **Canoncito Eldorado Waterline Project – Planning Phase:** The Engineering Services for this project are being obtained thorough a Sole Source Procurement. The Procurement Manager is negotiating the design cost of estimate.
- **Water and Wastewater Master Plan – Planning Phase:** HDR Engineering submitted a Revised Draft Water and Wastewater Master Plan on February 15. A review of the Revised Draft is scheduled for March 13, 2019 with HDR Engineering.
- **Rancho Viejo BDD 5A Line Service Improvements – Design Phase:** The Design Kickoff Meeting is scheduled for March 13, 2019 with HDR Engineering.

### ***Road Projects:***

- **Camino San Jose** – The Design Engineer has submitted 30% design plans. County staff has reviewed the 30% design plans. The estimated cost at 30% design is above the project budget by \$100,000. Project staff has directed the engineer to not go any further until County Management is aware of the budget deficit.
- **CR54 Arroyo del Los Chamisos** – Substantial Completion was awarded to the Contractor on February 28, 2019. Contractor still needs to complete last gabion structure in the arroyo and place ROW fencing.
- **NE/SE Connector is in Phase D Design** – A contract has been awarded for design services. Design Kickoff meeting was held on February 7, 2019. Design is estimated to take 12 months.
- **CR55A General Goodwin Rd Design Upgrade.** - County staff has reviewed the 100% plans and has made recommended changes. Waiting for the revised drawing from the Design Engineer. Coordinating with NMDOT for a maintenance easement along NM 14. The drainage easement along the railroad right of way has been accepted by NMDOT and the County. The maintenance agreement and drainage easements are required by NMDOT for improvements within the NMDOT right of way.
- **Racetrack Surface and Drainage Improvements and Torcido Loop Surface and Drainage Improvements** – The construction contract was awarded at the BCC Meeting on February 26, 2019. Purchase Orders have been received and Notice to proceed has been issued to the contractor. Pre-construction meeting is scheduled for April 3.
- **CR89 and 89C Drainage and Roadway Improvements** – Projects are on hold until the surveys have been completed as per the settlement agreement with Pojoaque Pueblo. BCC approved the County Manager's authority to purchase easement's necessary for the construction project. County staff had been working on easement acquisition until projects were placed on hold.
- **CR67F La Barbaria** – Construction began on October 15, 2018. Contractor has completed raising the road to the subgrade elevation shown on the plans. Contractor is working on dewatering to place the large aluminum box culvert for the arroyo crossing. County staff has requested a quote from the Contractor for Bid Alternate #1 and has submitted the Change Order to procurement. The project has a mandatory completion date of June 30, 2019.
- **CR 54 Arroyo Hondo All Weather Crossing-** Engineering Consultant has completed the preliminary drainage report. Coordinating Temporary Work Permits and ROW easements with Pojoaque Pueblo.
- **CR 72A All Weather Crossing** – Contract was awarded at the BCC meeting on February 12, 2019. Preconstruction conference scheduled for March 26, 2019.
- **Balsa Road Paving Project** – Notice to proceed has been issued to the contractor and County staff has scheduled a Preconstruction meeting for March 27. Project is estimated to be completed by summer of 2019.
- **CR 84 and Arroyo Jacona Low Water Crossing** – County staff has completed the design and scope of work and has received 401 permit from Pojoaque Pueblo. Staff is waiting for the 404 permit from the US Army Corps of Engineers. Staff is planning on utilizing the County on-call construction price agreement to construct this project by June 30, 2019.
- **2019 Sunlit Hills Paving Projects** – Camino Pacifico, Paseo Del Pinon, Camino Tetzco, Toltec Rd. County Staff has completed the design and the scope of work. Project manager

is working with all utility companies to identify conflicts. Construction estimated to be completed summer of 2019.

- **CR 88B Rio Vista Run Gabion Structure** - County staff has completed the design and scope of work and has received the 401 and 404 permits. A mandatory pre-bid meeting was held on March 1, 2019. Project is estimated to be complete spring of 2019.
- **Lopez Lane:** An LOI is being prepared for a preliminary engineering report for possible sidewalk improvements.

#### ***Building Projects:***

- **Property Control Facility:** Notice to proceed has been issued and contractor will begin next week.
- **Hwy 14 –Senior Community Center:** The project is on hold. A request in the amount of \$700,000.0 is being requested at this year's Legislative Session to help pay for the construction of the facility.
- **Turquoise Trail Fire Station in Cerrillos:** The project manager is obtaining quotes for the utility installations, which will be installed prior to construction of the facility.
- **Chimayo Fire Station –** A variance request has been submitted to SFC Land-Use. The design is 90% complete.
- **Eldorado Fire Station #1:** Final permitting approval in process at SFC Land-Use. Project should be ready to bid later this month.
- **La Puebla Station #1:** A variance request has been submitted to SFC Land-Use. The design is 60% complete.
- **Bennie J. Chavez Center Septic System Upgrade:** Project has been completed.
- **Edgewood Senior Center ADA Upgrades:** A pre-construction meeting was held on March 7, 2019. Construction will begin when building permit from NM CID is acquired.
- **Madrid Fire Station:** The 100% construction documents have been complete. Project manager is waiting on additional funding from the Fire Department.
- **Turquoise Trail Fire Station No.2:** Quotes for construction services have been received and a requisition for a PO has been forwarded to the Fire Department and Procurement.
- **Tesuque Fire Station Retaining Wall:** Notice to proceed was issued to Morris Surveying to produce a Topographic Map to be used for the grading and drainage plan. Application for development permit will be submitted to SFC Land-Use when topo map is completed.
- **Eldorado Fire Station No.2:** **Eldorado Fire Station No.2:** Project has been put on temporary hold pending a decision whether to proceed with the project because there is currently not a water source to the Fire Station.
- **Edgewood Fire Station No.3:** Quotes for construction services have been received and a requisition for a PO has been forwarded to the Fire Department and Procurement.
- **Abedon Lopez Community Center:** Approval from SFC Land-Use should be obtained by March 2019. Will utilize NM State price agreement for construction services.
- **Leo Gurule Basketball Court Demolition:** Both the basketball and tennis courts have been demolished. Staff will schedule a public meeting to discuss possible improvements.
- **La Cienega Community Center Parking Lot:** Staff is setting up meeting with property owner to discuss required drainage easement.
- **Adult Detention Center Roof:** Work is ongoing and the contractor should reach substantial completion by May 30, 2019.

- **Adult Detention Center Loading Dock:** PO has been issued and notice to proceed will be issued this week.
- **Galisteo Fire Re-Stucco:** The re-stucco project will take place in this spring.
- **District Attorney Office Renovation:** Project is on hold pending additional funding from the Legislature requested by the DA's Office.
- **Public Safety Expansion:** Notice to proceed will be issued this week along with pre-construction meeting.
- **Public Safety Security Upgrades:** Pre-construction meeting to be held this week with awarded contractor.

#### *Open Space, Parks & Trails Projects:*

- **Avenida Vista Grande Trail Project :** Multi-use trail between Avenida Buena Ventura and Chusco Road reconstruction may need to be re-bid. Procurement is making determination.
- **Santa Fe River - Frenchy's to Siler Construction:** The flood damage repairs on the River Trail are complete. The fencing needed to control access, replace fencing removed during construction and to honor Right of Way Commitments made with landowners who sold the County property to construct the project is scheduled to be installed the week of March 18<sup>th</sup>, possibly sooner.
- **Santa Fe River - Property Acquisition Section B:** A total of 31 parcels are needed and we have acquired 11 to date. Five (5) Offer Packages were recently signed by the County Manager and are being scheduled for closing the beginning of April. Six (6) more parcels have signed Purchase Agreements but are in need of title curation, Tierra is working with the Title Company to resolve. Tierra continues negotiations with landowners on the remaining nine (9) parcels.
- **BLM Parcels (Santa Fe River Trail):** Archaeology survey report was submitted to BLM 9/27/18 and the BLM staff is reviewing it. BLM Realty is preparing the notice requirements for noticing the disposition in the Federal Register, which is required under the program rules. Staff has a Progress Update Meeting with BLM on March 18<sup>th</sup>.
- **Santa Fe River – El Camino Real CLOMR:** The CLOMR and 404 permits are in process. Delayed due to Government Shutdown, submittal back in process.
- **Arroyo Hondo Trail Design:** TAP and CMAQ grant applications have been submitted for a possible award in March.
- **Arroyo Hondo Trail Segment 4:** NMDOT signed the Cooperative Project Agreement on August 21, 2018. The Project Manager submitted the PPR to Purchasing for an IFB for construction in On November 26, 2018.
- **Mt. Chal:** The Project Manager sent out a request for Letters of Interest for groundwater sampling and analysis on February 4, 2019. Responses are due February 22, 2019.
- **Thornton Ranch Open Space:** The \$2,600,000 for implementation of the Master Plan was budgeted in December 2018. The Project Manager submitted a PPR for cultural resource investigations and an environmental assessment to complete the necessary environmental studies to implement the Master Plan to Purchasing on January 23, 2019.
- **Santa Fe Rail Trail Segment 5:** Bids were due December 21, 2018. The County received 4 bids. The apparent lowest bidder sent Purchasing and email on February 6, 2019 informing the County that they found an error on their bid sheet and can't provide the services for the amount that they bid. Purchasing informed NMDOT on February 6, and



requested permission to negotiate with the next lowest bidder since their bid was within 10% of our budget.

- **El Camino Real Retracement Trail FLAP project:** FHWA is working to complete the close out process on the grant by January 2019. The County entered into an MOU with BLM for the development of the paved and crusher fine portions of the trail with the understanding that the County would submit an application for a permanent ROW after the trail was constructed. The Project Manager is preparing the application.
- **Santa Fe Rail Trail Trailheads:** The plan is to construct the trailhead after Segment 5 of the Santa Fe Rail Trail is completed in the spring of 2019, so that the trailhead location can be used as the staging area for construction of Segment 5. The Project Manager met with the Engineer on January 15, 2019 to review the County's 60% review comments.
- **Pojoaque Valley Recreation Complex Phase III:** Purchasing is ready to advertise the IFB for construction services as soon as the development permit is issued from Growth Management. The construction period is 6 months.
- **Romero Park Phase II:** Re-bid of the Old Agua Fria Dump Solid Waste Abatement and Site Leveling will advertise on February 17 and 18, 2019. The pre-bid meeting is scheduled for February 27, 2019. Bids are due March 21, 2019.
- **Bennie J. Chavez Community Center Park:** A public meeting is scheduled on February 13, 2019 at the Bennie J. Chavez Senior and Community center to get community input on the master plan for the park improvements.

**ACTION REQUESTED:**

None; for information only.

Table 1: Jan 2019 Work Order Report

**Property Control**

COMM. DIST.	REQUESTS	ISSUED	WORK ORDER CLOSED	WORK ORDER ISSUE ASSESSED ON TIME
1	17	17	16	16
2	6	6	6	5
3	18	18	18	14
4	11	11	8	5
5	12	12	10	6
All	60	54	54	51
TOTAL	124	118	112	97
		95.16%	90.32%	78.23%

**Building Services**

COMM. DIST.	REQUESTS	ISSUED	WORK ORDER CLOSED	WORK ORDER ISSUE ASSESSED ON TIME
1	2	2	2	1
2	0	0	0	0
3	1	1	1	1
4	0	0	0	0
5	0	0	0	0
All	13	13	13	10
TOTAL	16	16	16	12
		100.00%	100.00%	75.00%

**Roads**

COMM. DIST.	Overall WO's from public & staff	Overall WO Issued from public & staff	Overall WO Closed from public & staff	Request from public only	On-time request from public only
1	11	11	11	0	0
2	56	56	50	4	3
3	73	73	70	0	0
4	32	32	25	3	2
5	12	12	5	1	0
All					
TOTAL	184	184	161	8	5
		100.00%	87.50%		62.50%

**Open Space**

COMM. DIST.	REQUESTS	ISSUED	WORK ORDER CLOSED	WORK ORDER ISSUE ASSESSED ON TIME
1	18	18	15	15
2	18	18	16	16
3	32	32	28	28
4	8	8	8	8
5	8	4	4	4
All	16	15	8	8
TOTAL	100	95	79	79
		95.00%	79.00%	79.00%

**Traffic**

COMM. DIST.	Overall WO's from public & staff	Overall WO Issued from public & staff	Overall WO Closed from public & staff	Request from public only	On-time request from public only
1	28	28	28	4	3
2	22	22	16	0	0
3	3	3	3	0	0
4	8	8	6	2	1
5	3	3	2	0	0
All					
TOTAL	64	64	55	6	4
		100.00%	85.94%		66.67%



